

SOUTH STOKE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 23rd July 2024 at 7:00 p.m.

In The Village Hall

Present: Cllr. P. Beazley-Long (Chair) Cllr. Gary Passmore
Mr. G. Davis (Clerk) Cllr. Andrew Peters
Cllr. Mark Knowlton Cllr. Anne Ward
Cllr. Amanda Page Cllr. Jonathan Woodings

Others Present: Ward Cllr. Fiona Gourley

1. 732 Apologies for Absence – None
2. 733 Declarations of Interest and Dispensations – None
3. 734 Confidential Matters – None
4. 735 Minutes of Annual Parish Council Meeting held on 21st May 2024 – Approved and signed by the Chairman.
5. Parish Council Matters

736 Staffing – Recruitment of Assistant/Trainee Clerk. No further progress to report from previous meeting.

6. Financial Matters

737 RFO Report – Received and noted. The report was signed by the Clerk and Cllr. Amanda Page.

738 Balance per Bank Statements as at 01/07/2024

Current Account HSBC	£6,845.14
Deposit Account Bath Building Society	£8,998.55
Deposit Acc ex.-Base rate Tracker Bond - Bath Building Society	£22,438.95

739 Receipts since meeting on 21st May 2024 - None

740 Payments approved as standing payments or at meeting on 21st May which have now been made.

DD266-Apr	N-Power	Electricity 01/04/24 - 30/04/24	14.86
19:36:41	Grant davis	Village Sweeper 29/04/24 to 26/05/2024	472.80
19:39:15	Mr. G. Davis	Parish Clerk May 2024	538.15
19:27:34	Mr. G. Davis	Expenses - Audit Lunch	14.50
19:30:39	Mr. G. Davis	Cartridgesave Toner Black	64.25
19:34:00	Summer Lane Books	Internal Audit Fee	125.00
19:52:12	SCCS	Grant Payment - BrushCutters - CIL	1189.99
19:42:15	HMRC	Month 2 Paye 2024-25	134.60
BNKChg-Apr	HSBC	Bank Charges April	8.00
DD-BPT	Bath Preservation Trust	2024 Subscription	15.00
DD-CPRE	CPRE	2024 Subscription	60.00
BNKChg-may	HSBC	Bank Charges May	8.00
DD266-May	N-Power	Electricity 01/05/24 - 31/05/24	13.96
20:03:15	Grant Davis	Village Sweeper 27/05/24 to 30/05/2024	591.00
20:06:14	Mr. G. Davis	Parish Clerk June 2024	538.15
20:00:29	Southstoke PCC	Fete - A4 Leaflets	103.01
19:56:52	Southstoke PCC	Fete - A5 Programmes	112.54
19:52:04	Southstoke PCC	Fete - Raffle Tickets	52.00
20:09:30	HMRC	Month 3 Paye 2024-25	134.60

741 Payments for approval which have been made since 23rd July 2024 or are yet to be made. -None

HSBC New Bank Mandate

742 The Clerk had prepared the HSBC Bank Mandate in accordance with HSBC Instructions and presented the document to Council.

South Stoke Parish Council resolved to Authorise HSBC Bank Plc to act on the Instructions as set out on page 4 of the HSBC Bank mandate form, entered into or given by Any Two Signatories together, signatories being the Clerk – Geoffrey Davis, Chair – Paul Beazley-Long, Councillor – Andrew Oliver Peters, Councillor – Amanda Kate Page, Councillor – Jonathan James Woodings, Councillor – Anne Elizabeth Ward.

The Chair and Clerk as Authorisers signed the Declaration. All signatories Clerk, Chair, and relevant Councillors signed the relevant signatory section of the Mandate.

743 **HSBC Authorised Online Users and Payment Authorisation changes.** The Clerk and Councillors having been set up previously as Authorised Online Users, there will be no change to the Payment Authorisation rules until the Bank mandate is in place, so that any change could be reversed, if necessary.

744 **Review and Adoption of Financial Regulations** The Financial Regulations will be reviewed when the Bank mandate is in place and the Payment Authorisation regime is finalised and in place.

745 **Community Infrastructure Levy (CIL) Funds – Cllrs.** Reviewed the CIL report for the current year noting that in the absence of any further receipts the unallocated balance in this reserve remains at £2,841.94.

7. General Parish Matters

- 746 Parish Councillor Responsibilities** – Individual Parish Councillor as currently shown on the Website were reviewed. It was agreed to pass responsibility for Cycle Paths and Sustrans to Cllr. Jonathan Woodings, Midford Highways and Midford Liaison to Cllr. Mark Knowlton, Footpaths and Open Spaces, and Allotments to be listed for Cllr. Anne Ward, and that these changes would represent completion of this matter.
- 747 Midford Telephone Box** – Detailed proposals and plans have been prepared and presented to the Parish Council. The Clerk confirmed the budgeted expenditure with Cllr. Amanda page as follows:-
Crane work and Transport – Mardan Removals and Storage - £1,500
Refurbishment – BritishBits.co.uk - £2,650
Removal, make good original base, prepare new base, internal Fit out – Cash Expenditure by Bob McGrain - £665
The Clerk was asked to prepare Purchase Orders for Mardan, and for BritishBits, to agree Payment Terms for these Orders, and to agree reimbursement of expenditure with Bob McGrain.
The initial removal should be instructed to take place before 12th August, to avoid complications arising from the A36 closure.
- 748 Village Hall** – All of the Village Hall improvements have been completed and entirely funded from CIL. The latest proposals for Sound & Thermal Insulation will need to be funded from external grants. Funding for the Sound Insulation could best be sought from the National Lottery Community Fund, and funding for the Thermal Insulation via B&NES Council which becomes available in October 2024.
- 749 Allotments** – It was reported that all plots are let, and that there is a short waiting list of three. It was confirmed that priority must be given to residents of the Parish, or those with family links to residents, in the first instance.
- 750 Police liaison and Neighbourhood Watch** – It was reported that there had been the theft of a wrought iron gate from the Monkton Combe Churchyard.
- 751 Website and IT Upgrades** – The new website and e-mails are all working and moving to the new domain of southstokepc.org continues to progress, and will complete in August.
- 752 Noticeboard for Sulis Down, Litter bins, Parish Litter and Sweeping, and other Section 106 matters re:- Sulis Down** – The Clerk will write to Vistry regarding the requirement for a Parish Council Noticeboard and will use that opportunity to try and engage on other matters of concern.

Footpaths and Open Spaces

- 753 Footpaths** – Cllr. Anne Ward has completed and sent the annual Footpath Report to B&NES PROW. There was nothing of significance in the report, and IdVerde have done their cut of the relevant footpaths.
Village Green (and South Stoke Village centre)
- 754 Abandoned Road Signs** – The Chair will raise a FixMyStreet report to get these removed.
- 755 Abandoned Coil of Fibre Optic Cable** – The Clerk will raise the matter with B&NES Highways to request the owner collects this, failing which it will be disposed of by the Parish Council.
- 756 Barbed Wire on Grove Path Gate** – The Parish Council will write to the landowner to discuss the safety and aesthetics for this central location in the Village and on a heavily used Highway and Public Right of Way. B&NES PROW will be copied into the correspondence.
- 757 Churchyard** – Cllr. Anne Ward explained to the Parish Council that the quote obtained covered three different sections of wall, not just the wall on the Southern boundary of the Churchyard. The Parish Council ask the PCC to re-present the quote in three different parts, representing the Southern Boundary, which is the responsibility of PCC, the Northern Boundary bordering the Highway, and the Village Green. The latter two possibly being funded/carried out by B&NES Highways and/or the Parish Council.

8. Planning Matters

- 758 Planning Update - Sulis Down Developments**
22/02169/EOUT - Outline Application with an EIA attached
Site Location: Parcel 4234 Combe Hay Lane Combe Hay Bath Bath and North East Somerset
Description of Proposal: (i) Outline application for Phases 3 and 4 for up to 290 dwellings;
The Application was considered by B&NES Planning Committee on 10th April 2024 and was REFUSED.
The Parish Council are advised that it is the intention of the Developer to Appeal, and that from the Appeal being requested, it is normally 3 months to the appointment of an Inspector and then a further year before the Appeal is heard.
- Applications Received**
- 759 24/02431/NMA - Parcel 4234, Combe Hay Lane, Combe Hay, Bath - Non-Material Amendment to 21/02214/EVAR** (Variation of Condition 24 (Plans List) of application 17/02588/EFUL (Full planning permission for the erection of 171 residential units, open space, green infrastructure, landscaping and associated works including provision of vehicular access from Combe Hay Lane)) **No Comment to make.**
- 760 Decisions Pending**

24/00781/LBA - Manor Farm, Old School Hill, South Stoke, Bath BA2 7DP - Internal works as described in Design and Access Statement (Retrospective).

23/04626/FUL & 23/04627/LBA - Manor Farm , Old School Hill, South Stoke, Bath BA2 7DP - Installation of replacement front and rear gates (Retrospective).

23/02444/FUL - Hazel Elm, Old Midford Road, Midford, Bath BA2 7BY - Erection of a replacement dwelling, to follow removal of existing house and outbuildings.

761 Planning Decisions by B&NES

23/01069/FUL - Withdean, Old Midford Road, Midford, Bath BA2 7DH - Erection of a replacement dwelling on the footprint of an existing dwelling on site. – Permit

762 Enforcement Update

23/00242/UNDEV – Manor Farm Old School Hill South Stoke Bath - unauthorised gates – See 23/04626/FUL & 23/04627/LBA - Above

763 Planning Appeals

APP/F0114/C/22/3307537 - Midford Castle, Midford, Bath,BA2 7BU - Site Location: Midford Castle Access Road To Midford Castle Midford Bath

Appeal Decision - 21/00420/UNDEV - Midford Castle, Midford, Bath, BA2 7BU – Dismissed

The Parish Council awaits the response of the owner as they have the opportunity to make a corrective Planning Application. Otherwise the unauthorised development must be removed and the land restored to its previous condition within 18 months. The Parish Council remains primarily concerned for the well-being of the important listed buildings whatever course of action is followed.

764 Other Planning Matters to Report

Creating Sustainable Communities for North East Somerset - consultation extension.
Sustainable Construction Checklist Supplementary Planning Document consultation

9. Highway Matters

765 Midford Road/Village – Closure of A36 12th August 2024 to Spring 2025– Ward Cllr. Fiona Gourley briefed the meeting on the meetings that have and were taking place to discuss and agree the mitigation measures for the disruption that will be caused. To HGV traffic, Buses and Bus Routes, and traffic in general. The proposed diversions, signage and traffic management.

Ward Cllr Gourley and the Parish Council will keep residents informed throughout.

10. B&NES Matters

766 Parish Liaison Meeting – The Chair and the Clerk reported on the meeting held on 17th July.

767 Bath Preservation Trust – Monthly Newsletters have been circulated.

11. Other Matters to Report

768 South Stoke Fete – The Clerk circulated the report on the successful outcomes of the event.

12. Correspondence Received

769 Bath and North East Somerset Community Resilience Day - September 6th 2024 – The Clerk will recirculate the correspondence so Councillors can register to attend if they wish.

13. 770 Dates for Future Meetings – The following dates were confirmed for the year's meetings:-

Tuesday 24th September 2024 – 7:00 p.m. - Parish Council Meeting

Tuesday 26th November 2024 – 7:00 p.m. - Parish Council Meeting

Tuesday 21st January 2025 – 7:00 p.m. - Parish Council Meeting – Budget & Precept

Tuesday 25th March 2025 – 7:00 p.m. - Parish Council Meeting

Tuesday 22nd April 2025 – 7:30 p.m. – Annual Parish Meeting

Tuesday 20th May 2025 – 7:00 p.m. – Annual Parish Council Meeting

The meeting closed at 22:05 p.m.